

**SOUTHEASTERN REGIONAL COUNCIL  
MEETING MINUTES  
SEPTEMBER 24<sup>TH</sup>, 12004  
MOAB EMPLOYMENT CENTER**

**PRESENT:** Gary Oliver, Dan Jarrell, Norman Johnson, Anne Mackiewicz, Tim Gwyther, Pace Hansen, Dawn Bentley, Harold Lyman, Don Larson, Kirk Sitterud, Dr. Guy Denton, Delynn Fielding, Michael Hanni, Shane Baggs, Judy Chambley, Kelly Thornton, Lorna O'Berto, Bob Gilbert, Stephen Jensen, Sheryl Nisely, Doug Horsley, Susan Etzel, Shain Steadman, and Mary Zorn.

**WELCOME AND APPROVAL OF MEETING MINUTES:**

Tim Gwyther, chairperson, welcomed the members to the meeting. Tim introduced guest speakers Michael Hanni, Eastern Region Economist, and Dr. Guy Denton, from USU. Tim asked the members for a motion to approve the previous meeting minutes.

**MOTION: DON LARSON/NORMAN JOHNSON. To approve the meeting minutes from June 14<sup>th</sup>, 2004. Vote Taken, all were in favor none were opposed.**

**EMPLOYMENT CENTER UPDATES:**

Each of the members was sent out a packet that contained an update from each of the Southeastern Employment Centers for them to review prior to the meeting. Tim Gwyther asked each of the Employment Center Managers if they had any additional information to share with the regional council members.

**BLANDING:**

- Steve Jensen was asked if Recapture Metals has been sold and if he had any information. He indicated there was no confirmation at this time. He did however relay that the construction of 191 was to start soon as actual surveying has begun.
- \*Steve was asked how does the unemployment rate for San Juan County unemployment rate rank in the nation? Steve indicated that based on all of the statistics for San Juan County, that it is the highest in the entire nation, which is double than any other county in the state. The most recent report is now 12.9% unemployment rate in San Juan Co.
- Blanding City has received UDOT funding for building a park with picnic areas, pavilions, etc.,

**EMERY CO.**

Delena Fish was unable to attend this meeting, however Tim Gwyther indicated that Consol Mine is opening at full capacity. Consol was up for sale but a suitable buyer has

not been found. Therefore as not to lose their lease, Consol has maintained the ownership and will be reopening. Tim indicated that the price of clean coal has also gone up.

### **REGIONAL DIRECTORS REPORT:**

Judy Chambley, Eastern Regional Director, reviewed the rules and responsibilities of the council to clear up any previous concerns or questions of what the council's responsibilities and roles entail. A copy from the introduction of the Orientation Manual was given to the members, which was also included in the manual provided in March 2004. Highlights of the discussion were:

#### **Determine the location of employment assistance centers**

- \*The regional council was very active in the development of providing services in Green River and East Carbon.
- \*The regional council was also active in the decision to reduce services in Monticello and also in the reduction of services in Monticello.
- \*The regional council approved and supported the outreach centers to Montezuma creek, Monument Valley and Navajo Mountain for DWS customers.

#### **Determine training priorities for the region:**

- \*The regional council was influential in reviewing industry control when utilizing training priorities. Ensuring the infrastructure will train the individuals to meet demands of communities.

#### **Work with the State Council on Workforce Services to oversee regional workforce services operations and ensure that services are being delivered according to the plans.**

- \*Tim Gwyther and the other chairs of regional councils sit on the DWS State Council to provide input from their specific regions.
- \*Gary Oliver represents Eastern Region on the State Youth Council.

#### **Coordinate the planning and delivery of workforce services public education, higher education, vocational rehabilitation, and human services.**

This is an on going effort based on the needs of the individual communities but the council also works to coordinate with these communities to make sure the services are in tune with community needs and expectations.

#### **Report annually to the DWS State Council on Workforce Services:**

- \*This report is currently being prepared by Eastern Region and will be provided when completed.

**Appoint the regional workforce services director jointly with the executive director (after the initial appointments and as needed).**

**Annually provide the consortium of counties a written report that shall include regional planning priorities, training priorities, and locations of Employment Assistance Centers.**

\*Annually the SE Regional Council provides the SE Association of Governments with written reports outlining the activities concerning training, employment centers, etc.; the council also works closely with the SEAOG when approval of new council members must be decided.

The statute, general responsibilities, rules of order and guiding principles were all included in the hand out to the members for them to review.

The SE Regional Council has the authority in an advisory capacity to support DWS. However, the legal responsibilities lie with DWS. Judy apologized to the regional council members for DWS not including the council in the decisions made to terminate the Pinnacle Youth Contract. Concerning contractual agreements DWS will bring such issues before the council and will ask for direction from the council that DWS should approach. Any goals that the council puts forth the direction is theirs and it is their prerogative such as an economic development project, DWS will be supportive. DWS is not in the business to drive economic development but to be a driving force and support to the council. Michael Hanni, Eastern Region Economist, will report on occupational demand, population, growth and economic trends, which is a valuable service to economic development.

Judy reviewed the results of the Service Provider Surveys for both external and internal customer. DWS is very concerned that their services are delivered in a satisfactory fashion. DWS is responsible for administering and providing services for 25 programs. Judy reviewed the survey results with the members provided in each packet. Judy indicated that the Eastern Region Leadership addresses any question that came in with a score of 3.5 or lower. Eastern Region ranks 1<sup>st</sup> in the area of satisfaction in the entire state. In the area of Employer Survey Satisfaction conducted in July of last year the overall score for Eastern Region Satisfaction is 4.2. DWS is constantly asking how are we doing and what could we do better.

**REGIONAL COUNCIL IMPLEMENTATION AND GOAL SETTING PLAN  
REVIEW FOR 2004-05:**

Debra Dull, Co-Chair, reviewed the goals set for Implementation Plan for 2005 developed by the Regional Council members at the previous meeting. Debra reviewed the results with the members provided in their packets and highlighted the following points:

\*The DWS Employment Centers are not responsible for Economic Development but will act as a partner with the council.

\*As a council if we deem necessary we have the right to and responsibility to question Economic Development.

\*This council will expand and look at goals.

\*Communication is very imperative. Debra Dull asked each of the members to check their email address and confirm information on email list so they can receive the information. Lorna O'Berto passed a listing of all of the emails addresses and asked the members to make changes. This will allow sharing of information and tools for council members.

## Goal #2

\*Identify Gaps in service coordination and committees.

\*Invite Council Members to give reports on their agencies/group/community activities  
Employer Councils exist in Price. Emery Co. and Blanding are in the process of development. Moab Employment Center uses the ECD, LIC etc.

\*The executive and regional council is going to evaluate the current membership. Today in the executive meeting a task force has been established and they have been given the assignment to bring back names of possible new region council members. The members were also invited to submit names for possible new members also.

\*Video conferencing is available in the Price, Moab and Blanding EC's.

\*Members were very gracious in submitting agenda items for the agendas. Not all items were able to be put on this agenda but will be reviewed at the next meeting.

## Goal #3

\*Gary Oliver, chairperson, will cover youth Council.

\*Any changes or input should be directed to the Chairperson Tim Gwyther.

## **Eastern Region Implementation Plan for the Target Industry Sectors:**

Kelly Thornton presented the following information:

\*It makes sense to target the industry that will have the highest number of job opportunities.

\*Workforce information has studied Utah economic and job growth projections and we have consulted with Eastern Region. In 2004 the focus is on the Health Care, Construction, Automotive Service and Finance/Light manufacturing industries as targets. One of the tools developed will be to educate the public about the DWS Website. This will help get individuals geared toward moving from low rungs on the career ladder to a higher rung. Kelly showed a sample of the career ladder from a CNA to an RN. It has been felt; that the higher up on the rungs of the ladder a client can climb to the less assistance they will be in need of.

\*Outcomes Measurements: Initial measurements for 2004 for Eastern Region are that 11 customers will be enrolled in the industry sector career lattice by December 31, 2004.

\*UWORKS will identify sector customers to measure: Entered employment, retention and increased earnings. These measurements will be identified in UWORKS.

\*Current tracking showed Construction/Finance/Health Care and Mining.

\*Other related construction areas are Health Care 64 and Mining 1

**Sheryl Nisely presented the Long Term Goals for the Eastern Region Implementation Plan for Eastern Region:**

**LONG TERM GOALS:**

There is a four-step process:

1. Identify Target Industries that offer live able wages and room for growth for living wages.
2. Mobilize Business: This is basically figuring who in our communities are the decision makers. Who can help us anticipate what the labors needs are in the future, where the gaps are, and prioritize our efforts towards training that labor force. This is where the regional council is needed to assist in identifying those leaders, putting together focus groups, figuring out what are the labor needs and gaps. As we have vacancies on the council looking at those target industries to sit on the council.
3. Develop Solutions: Go out talk with people and determine their needs. Education and training are key solutions. We need to set up the infrastructure to set up training or do we need to meet with education to develop programs.
4. Build and supply workforce: As Employment Centers we need to take advantage of the infrastructure to partner to get our clients trained. This will be a continuing process to understand what the needs are and anticipating the future as much as possible.

Sheryl Nisely indicated that on behalf of the managers, they are requesting for the regional council to take this information, review and reflect on it. The managers are asking the council to go to the Employment Centers, ask questions and voice concerns. Then form a task group to move forward on this new philosophy that DWS has developed. This is the best example of how the regional council can really get involved. Deb Dull suggested creating a task force since we are at the ground level and working together. Tim Gwyther ask that the nature of that task force suggested to the council is to have each of counties economic development director be included on this advisory task force. Sheryl indicated the question to be considered is “What makes our region different from the rest of the state” and this will assist in the development of assignments. The role of this council is to setting up a task force to support this activity. It has been suggested that the Economic Development Director and whoever else is interested sit on this task force. Tim suggested the EC Managers, which Sheryl indicated would be key components, also be involved in this task force. Sheryl Nisely was asked to chair the task force. Tim Gwyther asked for a motion to establish a task force with Sheryl Nisely as chairman. The task force would include the employment center managers, economic

development from each county along with others that are interested. This task force would communicate back to the council thru Sheryl Nisely.

**MOTION: Task force to be established which would include employment center managers, economic development directors and all others interested to target industry sectors in the Southeastern Region. Don Larson/Kirk Sitterud: Vote taken, all in favor none opposed.**

### **USU PLANS/PROGRAMS FOR THE SE COUNTIES:**

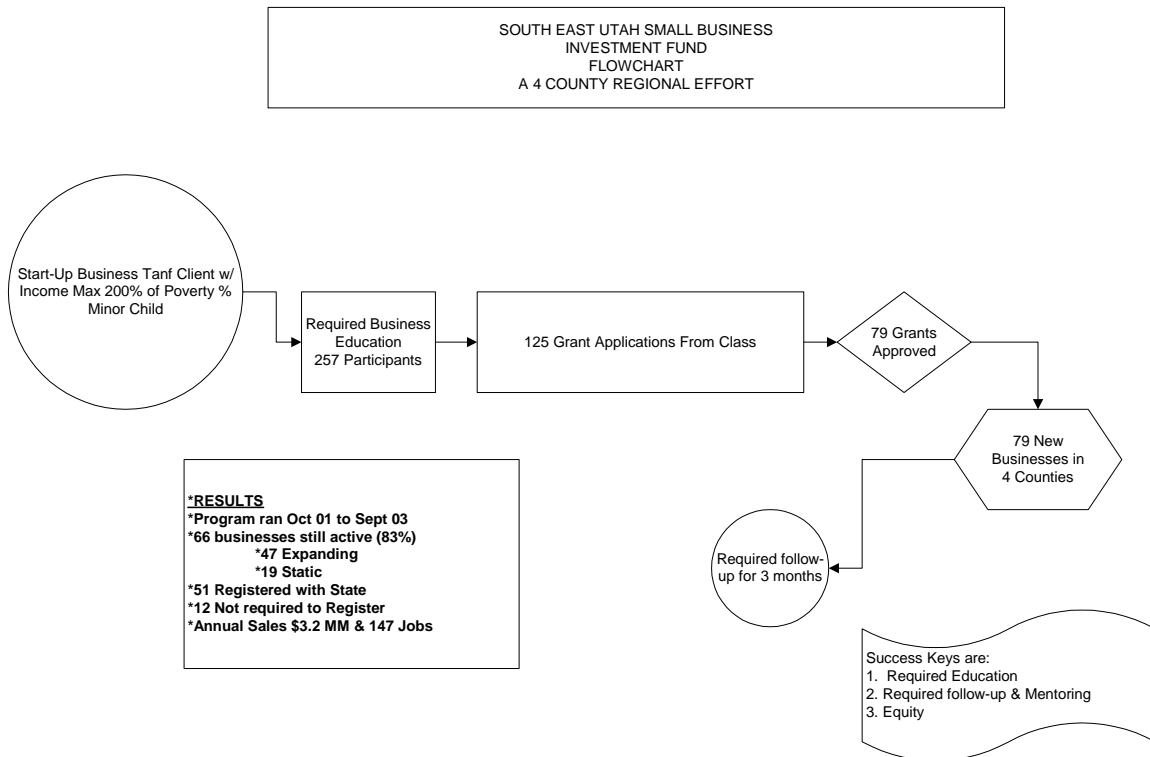
Dr. Guy Denton, Eastern Director for USU Programs and Dr. Sam Steadman, Director of the Moab USU Center, spoke to the council on the partnerships they have developed with USU Campuses and CEU campuses. Dr. Denton expressed that the enrollment has increased over the last couple of years from 50 to 100 students. A great relationship has been formed with the high school students to graduate from high school with their high school diplomas as well as their associate's degrees. Moab City has donated \$15,000 of equipment so that more satellite rooms can be sent up; the county has donated \$9,000 to update LAN communications. A foundation for higher education in Grand County has been established.

USU is currently looking into degrees that can become available such as a doctorate degree in education at the Blanding and Monticello campuses. The first phase is CEU Price is planning an articulate of specific situations for future students that will contain CEU's first and second year courses, also USU's 3 and 4<sup>th</sup> year courses so to give an over site of where students will need to be in their course studies. There are currently over 80 sites being delivered by satellite for USU. The second phase is in Price where USU has just hired a full time employee. An advertisement has been sent out concerning the Blanding Campus for a full time facility person. USU is in phase three in the Uintah Basin with 33 full time facility members. The distance learning allows the students to get their degrees and still stay in the community. This only happens with the partnerships that USU/CEU have developed with each other and also with their communities.

Dr. Sam Steadman indicated that he been working with Sheryl Nisely to put together a focus group from employment center employees. The group presented such suggestions as shorter classes, letting DWS know what is going on and then in turn DWS telling USU what needs they feel are necessary. That is successful world communities in the link. USU has increased from fall 2002 and to fall 2004 with a 38% increase.

### **KELLOG GRANT AND CREDIT PROGRAM UPDATE:**

Delynn Fielding presented the members with a flow chart of the results of the SEUSBIF Program. It was as follows:

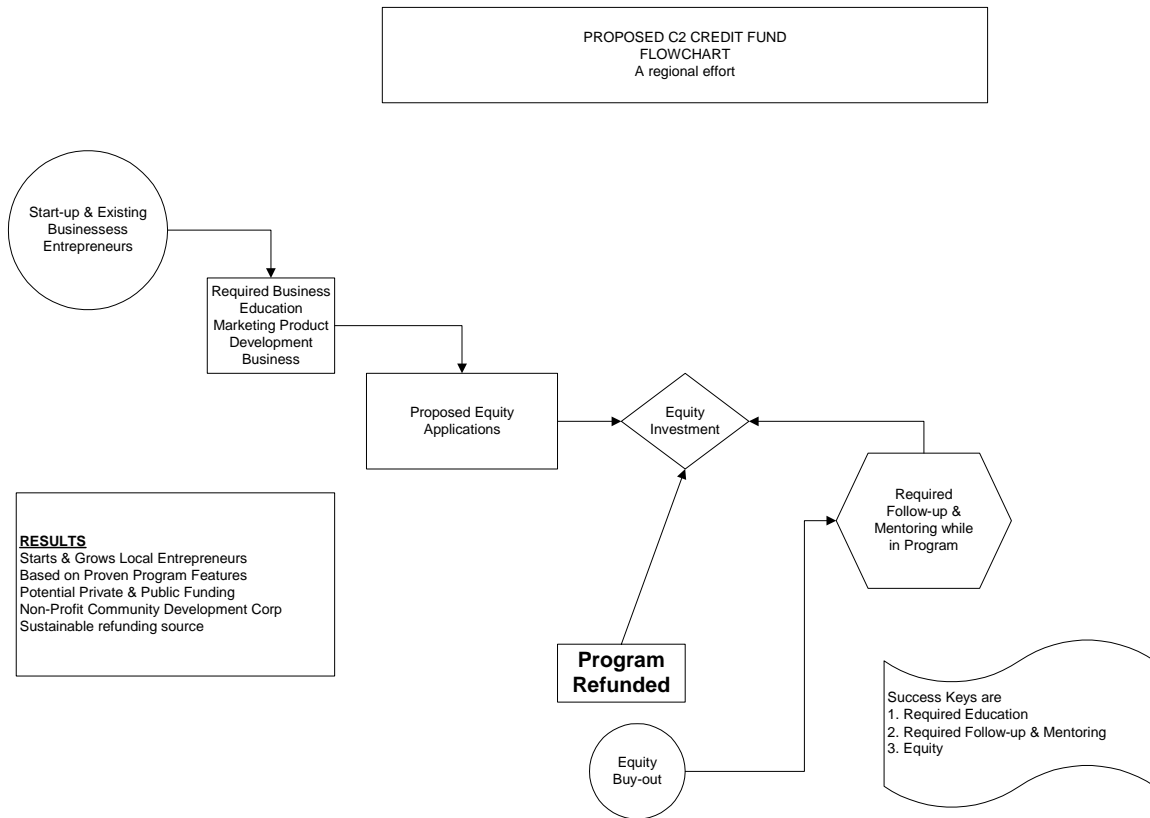


The SEUSBIF program has applied for the KELLOG Grant and if received would fund the program for over 5 years. However in order to receive the funding there must be stability apparent in the proposals. The program submitted by SEUSBIF will include 7 counties. Hopefully in the next three weeks the top 10 semi finalists will be listed and then a visit by the KELLOG Grant will make a physical visit and by the end of the year the final five will be selected. This philosophy of equity is popping up all over the state. A business comes to SEUSBIF the credit fund buys into the business and when the business feels stable they buy out the equity. One requirement is a monthly follow up, limited to three months. The buy out period is being looked at 1-3 years depending on when the company feels they no longer need the monthly follow-ups.

The SEUSBIF proposed Credit Fund Flow Chart was presented as follows:

The SEUSBIF Proposal has been presented to Senator Mike Dimitrich, Candidate John Huntsman and Gary Herbert, Economic Development Alliance. Delena Fish, Emery County Manager, played a very crucial part in answering some of the questions proposed. SEUSBIF is looking toward the state for potential funding sources thru the legislature.

Surprisingly, at UVSC Small Business Center has put together a proposal, which is actually identical to the SEUSBIF proposal. SEUSBIF is therefore going to be working thru the UVSC group and some of the other potential funding sources.



### **WHAT KIND OF CHILD CARE ISSUES ARE BUSINESS OR THEIR EMPLOYEES DEALING WITH:**

The members viewed a video that was prepared by Child Care and Resource Referral. The information viewed was astonishing of how a child develops based on the interaction and stimulation that they receive while in childcare. Stephen Jensen, Blanding Employment Center Manager, suggested that this video be shown to customers when they are applying for and receive childcare. Anne Mackiewicz indicated that she was willing to send copies of the video viewed to each employment center manager in the SE Region.

### **WIA YOUTH PROPOSAL AND YOUTH COUNCIL PROPOSAL:**

RFP to provide WIA Youth services went out and only one proposal was received, however the proposal was not accepted. Therefore the Eastern Region will conduct in house services for youth. Tim Gwyther asked why there were not more submitted? Gary Oliver indicated that there is just not enough businesses in this area to provide the entire 10 elements. Kelly Thornton indicated that in 2001 the original RFP only had two respondents for specific areas. The Youth Program is a very complex program with a

very small budget and was not attractive to very many vendors. Some other areas have more providers, however not the same geography such as Central Region where youth services can be centralized. The LIC in each community has been contacted and they are willing to perform this function subject to approval.

In the past the South East Regional Council voted not to have a youth council, however that focus has changed. This proposal is to provide a physical set up of how the youth council will look. The proposal is that the LIC for each county serves as the local youth council and that one member of this council sits on each LIC council and then we will meet as a regional youth council and go over the needs of each local council to come up with a region view of the make up. The proposal includes a youth council in each county and then they will report to a regional youth council. Deb asked if there are active LIC's in each county, Gary indicated yes. There is an LIC in Castle Dale, Price, Moab, Blanding and Moab. Volunteers from the regional council would be asked to attend the local youth councils.

**MOTION: Gary Oliver/Norman Johnson Establishment of youth councils in each county set forth with a member from the regional council volunteering to sit on those councils in their areas and then report back to the Regional Youth Council. Vote taken, all in favor. None opposed.**

If a member serves on the local youth councils then you are automatically on the regional youth council. However if you serve on the regional youth council you will not be required to attend the local youth council meetings. Those who are traveling for the councils the mileage and expenses are paid for. Any responses concerning the youth council should be sent to Bob Gilbert.

**ACTION: Gary Oliver and his committee will ask various members if they would want to participate on this committee. Any one interested please contact Gary Oliver.**

### **ECONOMIC CONDITIONS AND JOBS IN EASTERN UTAH:**

Michael Hanni, the Eastern Regional Economist presented a very informative presentation concerning the economic conditions and jobs in Eastern Utah. He presented an overview for the nation, state and counties. Any further information that anyone would like to have contact him at [Mhanni@utah.gov](mailto:Mhanni@utah.gov) or at (801) 526-9403.

### **PINNACLE CANYON FINAL REPORT:**

Kelly Thornton presented the members with an overview of the Pinnacle Canyon Contract. Kelly presented what was most a very informative overview of exactly what is

expected in administering a contract. Kelly provided a powerpoint presentation which included the following:

- Workforce Investment Act Youth Program: Federal legislation funds the Workforce Investment Act.
- The purpose is to provide at risk youth with skills that lead to high school completion and participation in advanced training and employment.
- Eligibility is based on citizenship, age, family income and one or more barriers to success in education or employment. The participants must meet the priority level set forth by the regional youth council. The Prioritization Form 316 is used to determine priority level.
- Ten required service elements must be provided as follows:
  - ❖ Leadership Development
  - ❖ Support Services
  - ❖ Youth Mentoring
  - ❖ Comprehensive Guidance and Counseling
  - ❖ Tutoring
  - ❖ Alternative School Services
  - ❖ Summer Youth Employment Opportunities
  - ❖ Paid and Unpaid Internships
  - ❖ Occupational Skills training
  - ❖ Follow-Up Services for one year after participation closes.
- Special Considerations for Younger Youth  
Younger Youth (age 14-18) must demonstrate progress in at least one of the following areas each year:
  - ❖ Basic Skills (any deficiencies in Reading or Math must be addressed)
  - ❖ Work Readiness
  - ❖ Occupational Skills.
- Service Strategy:
  - ❖ Develop a plan for each youth based on his or her individual needs
  - ❖ The progress is monitored on a regular basis and then the plan is adjusted as needed.
  - ❖ When the plan is complete, participants are provided with 12 month follow up services including regular contact.
- Measuring Program Success - Two areas are looked at
  - ❖ Performance outcomes
  - ❖ Compliance
- Performance Outcomes  
Are participants leaving this program with skills that will help them succeed in further education in employment?
  - ❖ Have they attained skills or credentials?
  - ❖ Completed High school or GED
  - ❖ Have they become employed
  - ❖ Are they currently employed in advanced training or secondary education?

➤ Compliance

- ❖ Are the expected services being offered with in the guidelines and is the money being spent appropriately?
- ❖ Are the 10 required services being offered?
- ❖ Are youth making progress toward goals?
- ❖ Are program policies being adhered to?
- ❖ Are fiscal policies being adhered to?

**PINNACLE CANYON CONTRACT:**

- ✓ At the conclusion of the contract Pinnacle was serving 133 youth
- ✓ For perspective, consider that currently all seven counties the Eastern Region serves 303 youth. (This includes those youth still enrolled in Carbon and Emery Counties).
- ✓ Performance Outcomes were more or less consistent with those of other providers/offices around the region
- ✓ Recurring compliance issues were a concern. A significant contributing factor to compliance problems was the large number of youth being served with limited staffing and resources.
- ✓ The outcomes were more or less consistent with those of other providers/offices around the region
- ✓ Because of such compliance issues the appropriateness of expenditures into questions, they put the region and state at risk of losing funding.
- ✓ Based on the concerns regarding compliance the state program specialist for youth services recommended that the contract be terminated.

Currently the youth that were being served by Pinnacle are now being served by the Emery Co. and Price Employment Centers. The transition of the youth has been rather smooth.

**COUNCIL OF COUNCIL:**

The Council of Council is being held in Layton on the 14<sup>th</sup> and 15<sup>th</sup> of October at the Davis Conference Center which is located near the Layton Mall, but it is tucked back behind the mall. Lorna O'Berto sent an email out regarding this conference and all are invited to attend. Each member needs to register thru Lorna O'Berto for the conference; however, members will need to make their own hotel reservations.

**OTHER BUSINESS:**

Dan Jarrell indicated that there is a great need for funding for the SEUSBIF Credit program. The governor's office will be holding a rural action agenda one in Price and one in Monticello. We need to look at having someone there to meet with this action

committee to go back and talk to our senators and representatives. This project is a very accountable program.

Tim thanked Sheryl Nisely for hosting the council at the new Moab facility.

Next Meeting in Moab December 17, 2004.